



FORM A-2
City of Leominster, Massachusetts
PLANNING BOARD

Date: _____, 200__

REQUEST FOR SITE PLAN APPROVAL

***File one completed form and one copy with the Planning Board and one copy with the City Clerk.
Ten copies of the plan must be submitted to the Planning Board.***

General Information

Site Location: _____

Worcester County Registry of Deeds: Book # _____ Page # _____ Map _____ Parcel _____

Applicant Name: _____
Address: _____
Tele./Fax/Email: _____

Owner Name: _____
Address: _____
Tele./Fax/Email: _____

Option Holder Name: _____
Address: _____
Tele./Fax/Email: _____

Name of Engineer or Surveyor: _____
Address: _____
Tel./Fax/Email: _____

_____ A. New Construction _____ B. Conversion _____ C. Rehabilitation

Gross floor area (per building) _____
Number of buildings _____ Units _____ Number of parking spaces _____

Project Name _____

Description & Purpose of Plan _____

Zoning District: _____ **City Water?** Yes / No **City Sewer?** Yes / No

Property owner's certification: I/we hereby certify that the applicant(s) cited above have been authorized by me/us to file this application with the Planning Board on property that I/we own.

Applicant's Signature _____
Date: _____

Owner's Signature _____
Date: _____

***Fee: \$150.00 plus \$2.00 per each parking space
Non-refundable***

☐ **Contact Sandie Chacon / Technical Review Board
978-534-7525 ext. 260 or schacon@leominster-ma.gov**

SITE PLAN APPROVAL CHECKLIST

- ☐ ORIGINAL AND 3 COPIES OF THE APPLICATION FORM TIME STAMPED BY CITY CLERK BEFORE COMING TO PLANNING DEPARTMENT.
- ☐ CHECK MADE PAYABLE TO THE CITY OF LEOMINSTER FOR \$150.00 PLUS \$2.00 FOR EACH PARKING SPACE
- ☐ 10 COPIES OF AN ACCEPTABLE SITE PLAN. 2 COPIES OF SMALL VERSION IF AVAILABLE
- ☐ A COVER LETTER THAT GIVES A DETAILED DESCRIPTION OF THE PROJECT AND WHAT ACTION THE APPLICANT EXPECTS.
- ☐ AUTOCAD FORMAT OF THE PLAN WHICH IS COMPATIBLE WITH THE CITY'S GIS SYSTEM
- ☐ 3 COPIES OF DRAINAGE CALCULATIONS AND TRAFFIC STUDY

Now that you ready to file with the Planning Board- you may be asked to attend the Mayor's Technical Review Board meeting.

The Board is made up of a representative from each City Department and serves two purposes. The first purpose is to remain on top of projects in the pipeline in the City and the other is to assist the applicant through the permitting/planning process.

The Technical Review Board meets monthly and during the work day. The meetings take place in the TA Conference Room top floor-room 10 in City Hall. Sandie Chacon of the Planning Department organizes these meetings. Please call/e-mail her to see if you should be placed on the agenda at 978-534-7525 ext. 260 or schacon@leominster-ma.gov.

ARTICLE VIII SITE PLAN APPROVAL

Section 22-48 Site Plan Approval Applicability

In all instances specified in the Table of Uses, Section 22-26, indicating that Site Plan Approval is required, and in all cases listed below, approval of a Site Plan shall not be granted except in conformity with a Site Plan bearing an endorsement of approval by the Planning Board and other boards as deemed appropriate by the Planning Board, including the following: Director of Inspections, Board of Health, Conservation Commission, Fire Department, Police Department, and Department of Public Works.

A Site Plan Approval from the Planning Board shall be required where a new use or expansion of an existing use will result in:

- ten (10) or more new parking spaces or an increase of parking spaces of 25 percent or more;
- the creation of 10,000 square feet of new gross floor area on a single lot;
- more than one building on a lot;
- any business that will utilize a drive through facility or window.

Section 22-49 General Purpose and Objectives

Site Plan Approval is a regulatory role of the Planning Board, intended to control site development. The Planning Board shall not deny Site Plan Approval based upon the proposed use of the property if that use is one which is allowed as a matter of right. Site Plan Approval is utilized to accomplish the purposes set forth in Section 22-3 of this Ordinance as to the specific goals of:

- facilitating traffic channelization and control;
- assuring adequate drainage of surface water; and
- protecting the environment, property values, abutting properties and visual amenities

To facilitate the administration of the Section, no building permit for the construction, exterior alteration, relocation, occupancy or change in use of any building, structure or premises, shall be granted until the provisions of this Ordinance have been fulfilled.

In reviewing a Site Plan application, the Planning Board shall take into consideration the health, safety and welfare of the public in general and the immediate neighborhood in particular, and may prescribe reasonable conditions and safeguards to ensure the accomplishment of the following general objectives:

- 49.1 That the proposed Site Plan shall be in conformance with the intent of the zoning district and shall not take precedence over specific provisions of the Zoning Ordinance.
- 49.2 That all buildings, structures, uses, equipment and materials are readily accessible for police and fire protection.
- 49.3 That adequate off-street parking and loading spaces are provided to prevent traffic congestion; that all parking spaces, maneuvering areas are suitably identified and designed to meet standards specified within this Ordinance; and that provision is made for safe pedestrian movement within and adjacent to the property by the installation of sidewalks.
- 49.4 That all proposed pedestrian access ways do not create traffic hazards and are:
 - 49.4.1 adequate, but not excessive in number;
 - 49.4.2 adequate in width, grade, alignment and visibility;
 - 49.4.3 adequate distance from street corners, places of public assembly and other access ways; and
 - 49.4.4 adequate design for other safety considerations.
- 49.5 That the general landscaping of the site complies with the purpose and intent of this Ordinance; that existing trees are preserved to the maximum extent possible; that parking storage, refuse and service areas are suitably screened during all seasons from the view of adjacent residential areas and public rights-of-way.

- 49.6 That lighting of the site shall be adequate at ground level for the protection and safety of the public in regard to pedestrian and vehicular circulation; that the glare from the installation of outdoor lights and illuminated signs is properly shielded from the view of adjacent property and public rights-of-way.
- 49.7 That all utility systems are suitably located, adequately designed and properly installed to serve the proposed uses, to protect the property from adverse pollution.
- 49.8 That the development of the site will preserve sensitive environmental land features such as steep slopes, wetlands, and large rock outcroppings and will attempt to preserve public scenic views or historically significant features.
- 49.9 That the location and size of proposed buildings, uses or structures, as well as the nature and intensity of the operations involved or conducted in connection therewith, will be in general harmony with the surrounding neighborhood.

Section 22-50 Application

Each application for Site Plan Approval shall be submitted to the Planning Board accompanied by ten (10) copies of the Site Plan. The Planning Board shall, within five (5) days, transmit one copy each to the Director of Inspections, Board of Health, Conservation Commission, and other appropriate boards and departments.

The Director of Planning and the Chair of the Planning Board shall have the authority to waive the necessity for Planning Board approval for changes in use of existing buildings. The Director and the Chair shall report the waiver to the Planning Board.

Section 22-51 Procedure for Review

- 51.1 Said Site Plan shall be prepared by a Massachusetts registered professional architect, landscape architect, or a registered professional engineer, and shall show the following:
 - 51.1.1 All property boundaries and the use and ownership of adjacent land and the location and use of any building thereon within three hundred (300) feet of the boundary of the subject property. The "City of Leominster, Assessor Maps" as amended to the date of filing said Site Plan shall be acceptable to show the information required by this paragraph.
 - 51.1.2 Date, North arrow, and numerical and graphical scale.
 - 51.1.3 The Site Plan map shall illustrate the existing and proposed conditions of the property including existing and proposed contours at intervals of two (2) feet, and the location of all existing wooded areas, watercourses, wetlands, and other significant features and, where, appropriate, the boundary of the flood hazard area.
 - 51.1.4 All existing and proposed buildings, structures, parking spaces, driveways, driveway openings, loading areas and service areas on the subject property.
 - 51.1.5 A written description of the proposed use or uses.
 - 51.1.6 Location Map. An accurate scale map at a scale of 1"=1000' shall be submitted showing the subject property and all property and streets within 1000'.
 - 51.1.7 Easements. Location, width and purpose of all existing and proposed easements and rights-of-way on the property.
 - 51.1.8 Provisions for screening, surfacing, lighting, landscaping (including fences, wall, planting area, and walks) and signs. The landscaping plan shall illustrate the existing and proposed landscape development of the property, including the location, general layout, type and size of buffer or landscape area, plant material, fencing, screening devices, decorative paving or other materials proposed.
 - 51.1.9 Provisions for waste disposal, drainage, dust, erosion control, water and power supply. All refuse containers shall be screened from view from the street, and wherever possible shall be located at the rear of the property.

- 51.1.10 Provisions for snow removal.
- 51.1.11 Location, arrangement and dimensions of automobile parking spaces, aisles, vehicular drives, fire lanes, entrances, exits and ramps.
- 51.1.12 Location, arrangement and dimensions of loading and unloading areas.
- 51.1.13 Location and dimensions of the pedestrian walkways, entrances and exits.
- 51.1.14 Location, size, height, orientation and design of all signs.
- 51.1.15 Location, size, height, orientation and design of any outdoor lighting.
- 51.1.16 Location and design of all existing and proposed sanitary sewer, storm drainage, water supply facilities and above ground utilities. All public utilities shall substantiate that such underground placement is impractical.
- 51.2 Period of Review - The period of review for a Site Plan Approval shall be as follows:
 - 51.2.1 Within seven (7) days of receipt of a complete application, the Planning Department shall forward copies of the Site Plan to all departments and boards deemed relevant by the Planning Board.
 - 51.2.2 Within 65 days of submission, the Planning Board shall hold a public informational meeting on the application.
 - 51.2.3 Within 90 days of the informational meeting, the Planning Board shall act on the application.

Section 22-52 Approval by the Director of Inspections

- 52.1 In reviewing a Site Plan under this section, the Planning Board shall give due consideration to the Director of Inspections reports and shall communicate all subsequent decisions to the Board of Health and Conservation Commission. The following standards shall be considered by the aforementioned Boards in the review and evaluation of a Site Plan to a degree consistent with a reasonable use of the site for the purposes permitted or permissible by the regulations of the district in which it is located:
 - 52.1.1 Protection from flood hazards as stated in Article V, considering such factors as: elevation of buildings; drainage; adequacy of sewage disposal; erosion and sedimentation control; equipment location; refuse disposal; storage of buoyant material; extent of paving; effect of fill; roadways or other encroachments on flood runoff and flow; storage of chemicals and other hazardous substances; and provisions for snow removal.

Section 22-53 Site Design Standards for Non-Residential Development

The purpose of the following site design standards is to ensure that adequate consideration will be given to the natural resources and characteristics of a site, to its topographic, hydrologic and geologic conditions, to public convenience and safety, particularly with regard to abutters, and to the suitability of a proposed use on a site. Before the granting of any Site Plan Approval, the Planning Board shall assure that each Site Plan submitted for review shall comply in full with the following site design standards:

- 53.1 Storm Water Runoff - For any site containing 80,000 square feet of land area or more, the peak rate of storm water runoff including sudden snow melt off the development site to the drainage area(s) shall not exceed the rate existing prior to the new construction based on a 10 year design storm. The applicant shall provide the analysis, certified by a Massachusetts registered Civil Engineer, necessary to document the previous and proposed run-off rates. The Planning Board may authorize the use of storm water drainage facilities located off the development site and designed to serve one or more lots provided it finds that:
 - 53.1.1 The peak rate of storm water runoff from such off site facilities does not exceed the rate existing prior to the new construction based on a 25 year design storm; and
 - 53.1.2 The applicant has retained the rights and powers necessary to assure that the off site storm water drainage facilities will be properly maintained in good working order.

- 53.2 Outdoor Lighting - In the area of new construction, outdoor lighting, including lighting on the exterior of a building or lighting in parking areas, shall be arranged to minimize glare and light spilling over to neighboring properties. Except for low-level intensity pedestrian lighting with a height of less than eight (8) feet, all outdoor lighting shall be designed and located so that:
- 53.2.1 The luminaire has an angle of cutoff less than 76 degrees; and
- 53.2.2 a line drawn from the height of the luminaire along the angle of cutoff intersects the ground at a point within the development site. On sites abutting residential properties, there shall be no obtrusive lighting from 10:00 p.m. to dawn.
- 53.3 Common Driveway in the Commercial or Industrial Districts - A common driveway may serve two or more lots used for business or industrial use and located in the commercial or industrial districts provided that the common driveway is no wider than 24 feet at any point where it crosses required open space or any parking setback area required under Article XI. The Planning Board shall ensure that the common driveway shall not be located or designed to derogate from the intent of the Ordinance to provide suitable open space on each site.
- 53.4 Open Space Landscaping Standards - Any landscaping on open space shall be designed to enhance the visual impact of the use upon the lot and adjacent property. Where appropriate, existing vegetation may be retained and used to satisfy the landscaping requirements. Open space areas shall be kept free of encroachment by all buildings, structures, storage areas or parking. Open space landscaping shall be maintained as open planted areas and used to: (1) ensure buffers between properties, (2) provide landscaped areas between buildings, (3) minimize the visual effect of the bulk and height of buildings, structures, parking areas, lights or signs, (4) minimize the impact of the use of the property on land and water resources, and (5) ensure access for emergency vehicles.
- 53.4.1 Where a business or industrial use abuts a residential district, a landscape buffer of a minimum of fifty (50) feet in depth designed to mitigate the impact of the business or industrial use on abutting residential districts may be required.
- 53.4.2 All parking lots and loading facilities shall be suitably landscaped to minimize their visual impact on the lot and upon adjacent property by the use of existing vegetation where appropriate and by the use of trees, shrubs, walls, fences or other landscape elements.
- 53.4.3 Any parking lot containing six (6) or more parking spaces shall include a landscaped area or areas which, in the opinion of the Planning Board, is located and designed to enhance the visual appearance of the parking or loading facility, to ensure traffic safety, and to minimize the adverse effects of the parking or loading facility on the natural environment. Such landscaped areas shall not be less in area than five (5%) percent of the total area of the parking lot. Any landscaping located at the perimeter of a parking lot which, in the opinion of the Planning Board, is deemed to satisfy the above standard shall not be counted as open space but may be included as part or all of the required five (5%) percent parking lot landscaping.
- 53.5 Reserve Parking Spaces - Under a Site Plan Approval, the Planning Board may authorize a decrease in the number of parking spaces and shall have the authority to require an increase in the number of parking spaces required under Article XI, in accordance with the following:
- 53.5.1 The Planning Board may authorize a decrease in the number of parking spaces required under Article XI provided that:
- 53.5.1.1 The decrease in the number of parking spaces is no more than thirty (30) percent of the total number of spaces required under Article XI. The waived parking spaces shall be set aside and shall not be intended for immediate construction. Such spaces shall be labeled as "Reserve Parking" on the Site Plan.
- 53.5.1.2 Any such decrease in the number of required parking spaces shall be based upon documentation of the special nature of a use or building.
- 53.5.1.3 The parking facility in question has made optimum use of the small car parking provision as prescribed in Article XI, if applicable.
- 53.5.1.4 The parking spaces labeled "Reserve Parking" on the Site Plan shall be properly designed as an integral part of the overall parking layout, located on land suitable for parking development and in no case located within areas counted as buffer, parking setback or open space.

- 53.5.1.5 The decrease in the number of required spaces will not create undue congestion or traffic hazards.
- 53.5.1.6 Such relief may be granted without substantial detriment to the neighborhood and without derogating from the intent and purpose of this Ordinance.
- 53.5.2 If after one (1) year after the Certificate of Occupancy is issued for the building or use, the Director of Inspections on his/her own or at the request of the Planning Board determines that additional parking spaces are needed, he/she may require that all or any portion of the spaces shown on the approved Site Plan as “Reserve Parking” be constructed.
- 53.5.3 The Planning Board may require provisions for an increase in the number of parking spaces required under Article XI provided that:
 - 53.5.3.1 The increase in the number of parking spaces is no more than 33% of the total number of spaces required under Article XI for the use in question.
 - 53.5.3.2 Any such increase in the number of required parking spaces shall be based upon the special nature of a use or building.
 - 53.5.3.3 The increased number of parking spaces shall be labeled “Increased Reserve Parking” on the Site Plan and shall be properly designed as an integral part of the overall parking layout, located on land suitable for parking development and in no case located within area counted as buffer or parking setback. The applicant shall not be required to construct any of the parking spaces labeled as “Increased Reserve Parking” for at least one year following the issuance of a Certificate of Occupancy. Where the “Increased Reserve Parking” area is required and the applicant has otherwise provided the number of parking spaces required under Article XI, the area of land reserved for the increased number of parking spaces may be deducted from the minimum open space required under Article XI.

If after one year after the issuance of a Certificate of Occupancy, the Director of Inspections finds that all or any of the “Increased Reserve Spaces” are needed, the Director of Inspections shall notify the Planning Board, in writing, of such finding and the Planning Board may require that all or any portion of the spaces identified as “Increased Reserve Spaces” on the Site Plan be constructed within a reasonable time period as specified by the Planning Board.

Section 22-54 Commercial Development Performance Standards

In order to receive Site Plan Approval or a Special Permit, all projects or uses must demonstrate compliance with the Commercial Development Performance Standards herein, and abide by the Environmental Performance Standards set forth in Section 22-55.

54.1 Standards that apply to projects or uses in the Business and Commercial Districts

54.1.1 Parking Standards

Proposed projects or uses must comply with Parking and Off-street Loading regulations in Article XI and the following standards:

- 54.1.1.1 No parking shall be permitted within the required front yard setback of a structure. If the physical configuration of the lot creates a hardship for the property owner to meet this requirement, the Planning Board may allow parking in the front, with adequate screening, as noted in subsection 54.1.5.2.
- 54.1.1.2 To the extent feasible, parking areas shall be shared with adjacent businesses.
- 54.1.1.3 For developments that make a long-term commitment to actively promote employee and public use of transit, ridesharing, and other means to reduce single occupant vehicle (SOV) trips, minimum parking standards may be reduced by a percentage, up to a maximum of twenty percent (20%) to be determined by the Planning Board based upon the adequacy of trip reduction plans submitted in accordance with subsection 54.2.4.

54.1.2 Appearance/Architectural Design Standards

54.1.2.1 Architectural design shall be compatible with the character and scale of buildings in the City through the use of appropriate building materials, screening, breaks in roof and wall lines and other architectural techniques. Variation in detail, form and siting shall be used to provide visual interest and avoid monotony. Proposed buildings shall relate harmoniously to each other with adequate light, air, circulation and separation between buildings. The Planning Board may take into consideration whether exterior building facades and materials are consistent with Leominster's character. For example, exterior materials such as wood, metal, vinyl clapboards, stone or brick, and treatment compatible on all four sides, are considered consistent with Leominster's character. The Planning Board may consider whether the roofline is peaked, or is otherwise consistent with the City's character. Large work area doors or open bays shall not open toward or face roadways.

54.1.2.2 The Planning Board may adopt such regulations as may be necessary to further specify design standards.

54.1.2.3 In particular, developments and projects which are located at the gateways or highway corridor entry points to Leominster shall be reviewed for consistency with neighboring uses and the impact the development has to the appearance of the entry to the City.

54.1.3 Lighting Standards

54.1.3.1 Any outdoor lighting fixture newly installed or replaced shall be shielded so that it does not produce a strong, direct light beyond the property boundaries.

54.1.3.2 No light standard shall be taller than fifteen (15) feet.

54.1.4 Access Standards

54.1.4.1 Curb cuts shall be limited to the minimum width for safe entering and exiting and shall in no case exceed 24 feet in width, per lane.

54.1.4.2 All driveways shall be designed to afford motorists exiting to highways with safe sight distance.

54.1.4.3 Adequate pedestrian and bicycle access shall be provided as follows:

56.1.4.3.1 Sidewalks shall be provided to enable pedestrian access to adjacent properties, and between individual businesses within a development. The appropriate authority may waive this requirement in a case where such action is in the public interest and not inconsistent with the purposes stated in Section 22-13 and Article VIII. The appropriate authority for by-right uses is the Director of Inspections, for uses by Special Permit or Site Plan Approval, the appropriate authority is the Planning Board.

54.1.5 Landscaping Standards

54.1.5.1 Large parking areas shall be subdivided with landscaped islands so that no paved parking surface shall extend more than eighty (80) feet in width. At least one tree (minimum two (2) inch caliper) per thirty-five (35) parking spaces shall be provided within the area.

54.1.5.2 Exposed storage areas, machinery, service areas, truck loading areas, utility buildings and structures and other unsightly uses shall be screened from view from neighboring properties and streets using dense, hardy evergreen plantings, or earthen berms, or wall or tight fence complemented by evergreen plantings. Evergreen plants must be at least two (2) feet tall at planting with the capacity to grow to full screening of the unsightly use. Plantings must be four (4) feet at planting when abutting a residential zone.

54.1.5.3 All landscaped areas shall be properly maintained. Shrubs or trees which die shall be replaced within one growing season.

54.1.5.4 Completion of the landscaping requirements may be postponed for a period not to exceed six (6) months from the time of project completion due to winter weather conditions.

54.2 Standards That Apply to Projects or Uses in Commercial Districts

Projects or uses in the Commercial District must abide by the standards in this section in addition to the standards set forth in subsection 54.1.

54.2.1 Access Standards

Applicants for projects or uses within the Commercial District must demonstrate that the project or use will minimize traffic and safety impacts on highways.

54.2.1.1 The number of curb cuts on state and local roads shall be minimized. To the extent feasible, access to businesses shall be provided via one of the following:

54.2.1.1.1 Access via a common driveway serving adjacent lots or premises

54.2.1.1.2 Access via an existing side street

54.2.1.1.3 Access via cul-de-sac or loop road shared by adjacent lots or premises.

54.2.1.2 One driveway shall be permitted as a matter of right per business or per project, if a project includes several businesses within a structure or group of structures. Entering and exiting lanes shall be separated by a median strip. Where deemed necessary by the appropriate authority, two driveways may be permitted as part of the Site Plan Approval process which shall be clearly marked "entrance" and "exit". The appropriate authority for by-right uses is the Director of Inspections, and for uses by Special Permit or Site Plan Approval, the appropriate authority is the Planning Board.

54.2.2 Landscaping and Screening Standards

54.2.2.1 A landscaped buffer strip at least fifteen (15) feet wide, continuous except for approved driveways, shall be established adjacent to any public road to visually separate parking and other uses from the road. The buffer strip shall be planted with grass, medium (3 feet to 4 feet) height shrubs, and shade trees (minimum two-inch (2) caliper, planted at least every fifty (50) feet along the road frontage). At all street or driveway intersections, trees or shrubs shall be set back a sufficient distance from such intersections so that they do not present a traffic visibility hazard. The sidewalk required in subsection 54.1.4.3.1 shall be incorporated into the buffer strip.

54.2.3 Traffic Impact Statement

54.2.3.1 A traffic impact statement shall be prepared, which shall contain:

54.2.3.1.1 Traffic flow patterns at the site including entrances and egresses, loading and unloading areas, and curb cuts on site and within one hundred (100) feet of the site.

54.2.3.1.2 A detailed assessment of the traffic safety impacts of the proposed project or use on the carrying capacity of any adjacent highway or road, including the projected number of motor vehicle trips to enter or depart from the site estimated for daily hour and peak hour traffic levels, road capacities and impacts on intersections.

54.2.3.1.3 Sidewalks for adequate pedestrian and bicycle access shall be provided to adjacent properties and between individual businesses within a development.

54.2.3.2 An additional traffic impact statement shall be prepared for projects over ten thousand (10,000) square feet, which shall contain:

54.2.3.2.1 A plan to minimize traffic and safety impacts through such means as physical design and layout concepts, staggered employee work schedules, promoting use of public transit or carpooling, or other appropriate means.

54.2.3.2.2 An interior traffic and pedestrian circulation plan designed to minimize conflicts and safety problems.

54.2.4 Trip Reduction Plan

54.2.4.1 When requested by the Planning Board and where a new building(s) or new use of more than ten thousand (10,000) square feet is proposed, the applicant shall prepare and submit a "Trip Reduction Plan" clearly identifying a combination of transportation systems management strategies that are designed to reduce anticipated vehicle trips by thirty-five (35) percent. These strategies may include, but are not limited to:

- 54.2.4.1.1 Vanpool/carpool incentive programs, such as employer subsidies for vanpools/carpools, preferred vanpool/carpool parking, ride matching services, and providing parking at the vanpool/carpool pick-up site.
- 54.2.4.1.2 Allowing and encouraging flexible work hours and flexible work weeks.
- 54.2.4.1.3 Encouraging pedestrian and bicycle commute modes by providing on-site bicycle parking storage, locker room facilities, bicycle and walking paths, and similar features.
- 54.2.4.1.4 Site designs that are conducive to transit or vanpool use, such as convenient, weather protected transit shelters.
- 54.2.4.1.5 Encouraging employee and customer use of transit services, including providing transit subsidies for improved transit service and accessibility.
- 54.2.4.1.6 Provision of on-site services, retail opportunities, and housing if allowed in the zone.
- 54.2.4.1.7 Naming a full-time or part-time transportation systems management coordinator to oversee implementing all strategies identified in the "Trip Reduction Plan."

Section 22-55 Environmental Performance Standards

Any use permitted by right or by Special Permit in any district shall not be conducted in a manner as to emit any dangerous, noxious, injurious, or otherwise objectionable fire, explosion, radioactive or other hazard; noise or vibration, smoke, dust, odor or other form of environmental pollution; electrical or other disturbance; glare; liquid or solid refuse or wastes; conditions conducive to the breeding of insects, rodents, or other substance; conditions or element in any amount as to affect adversely the surrounding environment. The following standards shall apply:

55.1 Emissions

- 55.1.1 Emissions shall be completely and effectively confined within the building, or so regulated as to prevent any nuisance, hazard, or other disturbance from being perceptible (without the use of instruments) at any lot line of the premises on which the use is located.
- 55.1.2 No emission that can cause any damage to health of animals or vegetation or that can cause excessive soiling, at any point, shall be permitted.
- 55.1.3 No emission of odorous gases or odoriferous matter in such quantities as to be offensive shall be permitted. Any process that may involve the creation and/or emission of any odors shall be provided with a secondary safeguard system.

55.2 Erosion Control

Erosion of soil and sedimentation of watercourses and waterbodies shall be minimized by employing the following "best management" practices:

- 55.2.1 Exposed or disturbed areas due to stripping of vegetation, soil removal, and grading shall be permanently stabilized within six (6) months of occupancy of a structure.
- 55.2.2 During construction, temporary vegetation and/or mulching shall be used to protect exposed areas from erosion. Until a disturbed area is permanently stabilized, sediment in runoff shall be trapped by using staked hay bales or sedimentation traps.
- 55.2.3 Permanent erosion control and vegetative measures shall be in accordance with erosion/sedimentation vegetative practices recommended by the Soil Conservation Service.
- 55.2.4 All slopes exceeding fifteen (15) percent resulting from the site grading shall be either covered with four (4) inches of topsoil and planted with a vegetative cover sufficient to prevent erosion or be stabilized by a retaining wall.

55.2.5 Dust control shall be used during grading operations if the grading is to occur within 200 feet of an occupied residence or place of business. Dust control methods may consist of grading fine soils on calm days only or dampening the ground with water.

55.3 Discharge

No discharge, at any point, into a private sewer system stream or the ground of any material in such a way, or of such a nature or temperature as can contaminate any running stream, water supply or otherwise cause the emission of dangerous or objectionable elements and accumulation of wastes conducive to the breeding of rodents or insects shall be permitted.

55.4 Glare

No direct or sky-reflected glare, whether from floodlights or from high temperature processes such as welding shall be permitted beyond the lot lines onto neighboring properties, or onto any street.

55.5 Hazardous Activities

55.5.1 No activities that emit dangerous radioactivity, at any point; no electrical disturbance adversely affecting the operation at any point, of any equipment, other than that of the creator of such disturbance, shall be permitted.

55.5.2 All activities that involve hazardous materials at any point shall be provided with adequate safety devices against fire and explosion and adequate fire-fighting and fire-suppression devices and equipment.

55.6 Hazardous Materials Storage

55.6.1 All outdoor storage facilities for fuel, chemicals, chemical or industrial wastes, and potentially harmful raw materials, shall be located on impervious pavement, and shall be completely enclosed by an impervious dike that shall be high enough to contain a volume of liquid kept within the storage area, at least equal to one hundred ten (110) percent of the capacity of the container(s), so that such liquid shall not be able to spill onto or seep into the ground surrounding the paved storage area. Storage tanks for "home heating oil" and diesel fuel, not exceeding two hundred seventy-five (275) gallons in size, may be exempted from this requirement.

55.6.2 All storage of hazardous materials, at any point, shall be provided with adequate safety devices against fire and explosion and adequate fire-fighting and fire-suppression devices and equipment.

55.7 Noise

Excessive noise at unreasonable hours shall be required to be muffled so as not to be objectionable due to the intermittence, beat frequency, shrillness or volume.

55.8 Stormwater Management

55.8.1 To the extent feasible, measures for run-off from impervious surfaces should be designed to meet the following objectives in an appropriate manner:

55.8.1.1 Prevent non-point sources pollution from urban runoff to streams, water bodies or groundwater;

55.8.1.2 Prevent flooding of neighboring or other down-gradient properties; and

55.8.1.3 Promote recharge of groundwater aquifers, while preventing pollutants from entering groundwater.

Appropriate recharge or detention methods may include: detention basins; vegetated swales; filter media; oil/water separators or other similar methods. Stormwater runoff design shall be in harmony with existing regulations set forth by the City of Leominster and the Commonwealth of Massachusetts.

55.9 Vibration

No offensive vibration shall be permitted at any time.